

Divorce Part I
JOINT DIVORCE WITHOUT MINOR CHILDREN
MILWAUKEE COUNTY

FILING FEES (\$0, with an approved fee waiver)

- **\$188.00**

FORMS AND COPIES NEEDED

- Joint Petition Without Minor Children (*4 copies*)
- Confidential Petition Addendum (*0 copies*)
- Are there disagreements on housing, debts, automobiles, etc? Do you want a court order to help resolve them?
 - If yes, complete the Order to Show Cause for Temporary Relief and the Affidavit for Temporary Relief without Minor Children (*5 copies*)
- Petition for Waiver of Fees for BOTH parties, if applicable

HOW TO REQUEST A FEE WAIVER

1. Fill out the Petition for Waiver of Fees.
 - Sign in front of a notary public (available in Room 104).
 - Bring proof of a month's worth of income or public benefits.
2. **Room G-8-1–Milwaukee County Law Library** – will assist in printing proof of FoodShare (Quest card does not qualify as proof).
3. **Room 609–Chief Judge's Office** will approve or deny the Fee Waiver.

HOW TO FILE THE MOTION, SCHEDULE A COURT DATE (if needed), & SERVE PAPERS (required)

1. **Room 104 –Clerk of Courts Office**
 - **File documents with cashier**
 - **Pay filing fee or present BOTH approved fee waivers**
2. **Room 707 – Family Court Commissioner**
 - Clerk will give you a temporary hearing court date (if requested)
 - You will receive an Administrative Dismissal Date. This is not a court date—it is a deadline. Case will be dismissed if *all* remaining paperwork is not completed by this date.

HOW TO COMPLETE REMAINING PAPERWORK

- Contact Milwaukee Justice Center by phone (278-2912) to set up an appointment for your “Part 2” paperwork. Help with Part 2 of divorce is **only** available by scheduled appointment; no walk-in appointments available.
- Bring complete Financial Disclosure (one for each person) to the Part 2 appointment.



This document was created by the
MILWAUKEE JUSTICE CENTER
April 2016

WHAT PAPERWORK WILL GET US DIVORCED/SEPARATED? FILING JOINT WITHOUT CHILDREN

PART 1: (What we helped you with today)

- Joint Petition without Minor Children
- Confidential Petition Addendum
- Order to Show Cause and Affidavit for Temporary Order *(if needed)*

PART 2: (What you still need in order to get a court date)

IF YOU AND YOUR SPOUSE *AGREE ON EVERYTHING*, COMPLETE THESE FORMS

- Signed Financial Disclosure Statement, *(one for each party)*
- Marital Settlement Agreement without Minor Children *(must be filled out completely and signed by both parties)*
- Signed Interim Financial Summary *(only if spousal maintenance is to be paid)*
- Certificate of Divorce *(aka Vital Stats Form)*
- Findings of Fact, Conclusions of Law and Judgment without Minor Children *(must be filled out completely and signed by both parties)*

IF YOU AND YOUR SPOUSE *DISAGREE ON ANYTHING*, COMPLETE THESE FORMS

- Signed Request for Pretrial
- Signed Financial Disclosure Statement, *(only for party filing this paperwork)*
- Signed Proposed Marital Settlement Agreement without Minor Children *(only for party filing this paperwork.)*
- Signed Interim Financial Summary *(only if spousal maintenance is to be paid)*
- Order for Pretrial/Order to Appear
- Certificate of Divorce *(aka Vital Stats Form)*
- Findings of Fact, Conclusions of Law and Judgment without Minor Children *(must be filled out completely and signed by party filing this paperwork)*